



**CITY OF COLLEGE STATION
POLICE DEPARTMENT**



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Mr. Thomas Brymer
City Manager
City of College Station

Dear Mr. Brymer:

The 2003 Annual Report reflects a 2% decrease in major offenses such as Murder, Sexual Assault, Robbery, Burglary, and Theft. We are also proud to report a 2% decrease in the number of motor vehicle accidents. However, we have experienced a slight increase in the overall calls for service. The City of College Station has grown considerably over the last four years and now is the largest city in Brazos County, which explains the increase in calls for service.

We will remember 2003 as the year in which the Public Safety Communications Division became the first in the State of Texas to receive national accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA). A special "job well done" to all the members of the Communications Division.

I will retire at the end of the year with 39 years and 9 months of service; the last thirteen as Chief of Police. The College Station Police Department's greatest asset is the men and women of the organization. They are a caring group of people who want to do the right thing!

Sincerely,

Edgar R. Feldman
Chief of Police

Dedicated to Chief Edgar R. Feldman

The 2003 College Station Police Department Annual Report is dedicated to Chief Edgar R. Feldman in recognition of his 39 years of service to the City of College Station. Since May 19, 1965, Chief Feldman has devoted himself unselfishly to the College Station Police Department. Thank you Chief.



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LAW ENFORCEMENT CODE OF ETHICS

As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all to liberty, equality, and justice.

I will keep my private life unsullied as an example to all and will behave in a manner which does not bring discredit to me or my agency; I will maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will never engage in acts of bribery nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.

I know that I alone am responsible for my own standard of professional performance and will take every opportunity to enhance and improve my level of knowledge and competence.

I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession . . . law enforcement.



MISSION STATEMENT OF THE COLLEGE STATION POLICE DEPARTMENT

We, the members of the College Station Police Department, exist to serve the citizens of and visitors to our community with respect, fairness, and compassion. We are dedicated to the prevention of crime; the protection of life and property; the maintenance of law and order; the enforcement of laws and ordinances; and upholding the constitutional rights of all those within our jurisdiction.

With a philosophy of service to the customer, we have established goals and objectives designed to achieve our mission. By the investigation of all offenses and incidents that come to our attention, we seek to improve the quality of life and sense of security in our community.

We hold ourselves to the highest standards of law enforcement conduct and ethics. We seek to earn and maintain public confidence by holding ourselves responsible to those we serve. With the knowledge that we are servants of the public, we dedicate ourselves to professional growth and development through effective leadership training.

PURPOSE STATEMENT

To Protect Life, Liberty, and Property

To Reduce Criminal Opportunity

To Recover Lost or Stolen Property

To Preserve Civil Order

To Investigate Crime

To Enforce Statutory Law

To Apprehend Violators and Vigorously Seek Prosecution

To Provide Assistance and Service through Education, Advice, and Referral



COLLEGE STATION POLICE DEPARTMENT

VALUE STATEMENT

- Dedication to the department's mission and professional conduct in providing law enforcement services is essential to community support and successful performance.
- Positive contributions and innovation are supported and encouraged in the achievement of the organizational goals.
- Organizational pride and integrity are the direct results of interpersonal trust, individual honesty, healthy competition, teamwork, and open communications at all levels.
- Authority must be extended to the appropriate organizational level and individuals must be willing to accept personal responsibility and organizational accountability for their decisions.
- Our future is determined by the development and maturity of each individual member.



2003 - College Station City Council



Tom Brymer – City Manager



2003- AN OVERVIEW

January

On January 26th, officers responded to the 100 block of Greens Prairie Road for a burglary of a building in progress. Upon arrival, the officers found that the subjects had fled the scene. A short time later officers located the vehicle used in the burglary. Subsequently, the suspects stole another vehicle on Old Rock Prairie Road and fled the area. Officers attempted to stop the second stolen vehicle as it fled into Bryan. Occupants of the vehicle fired a shot at the officer attempting to make the stop. The suspect abandoned the vehicle in Bryan and fled on foot. Detectives developed information regarding the identity of one of the suspects and arrested **Booker Thomas Jones** on January 30th.

March

On March 20th, officers responded to the intersection of Brentwood Drive and Texas Avenue for a major accident. Investigation at the scene indicated that a pickup truck traveling southbound, pulling a 16-foot flatbed trailer, attempted to make a left turn onto Brentwood Drive. A Kawasaki Ninja motorcycle traveling northbound on Texas Avenue struck the trailer. The driver of the pickup truck was not injured however the driver of the motorcycle, **Adam Keith Knott**, was transported to the College Station Medical Center where he was later pronounced dead.

April

On April 5^h, an officer patrolling the parking lot in the 300 block of South College noticed a disturbance involving a group of people. As the officer approached, he was directed to one person who was leaving the scene in a vehicle and was told that the person had just stabbed another person in the group. The suspect, later identified as **Roger Guy Russell, Jr.**, drove away and was eventually stopped in the same parking lot and taken into custody. The victim, **James Ray Davidson, Jr.**, was transported to St. Joseph Regional Health Center where he was pronounced dead a short time later. Investigation at the scene showed that the victim and the suspect were involved in an altercation in the parking lot of 300 South College. During the altercation, the suspect stabbed the victim in the chest area with a knife.

May

The **Texas Women in Law Enforcement 15th Annual Training Conference** was held in College Station during the week of May 12 – 16. The conference was co-hosted by the College Station Police Department, the Bryan Police Department, the Texas A&M University Police Department and the Brazos County Sheriff's Office. The conference capped eleven months of meeting and planning by representatives of these departments. Approximately 80 female state, local and federal law enforcement officers from around Texas attended the conference. The week included various training opportunities and a community service project.



On May 23rd, a report was made to an officer that a student at the College Station Middle School was in possession of a firearm. The officer was able to locate the firearm where it had been hidden near the school. Investigators determined that the firearm had been in possession of a fourteen-year-old male student on school property. The juvenile was arrested and transported to the Brazos County Juvenile Detention Center where he was charged with **Unlawful Carrying of a Weapon in a Weapons Free School Zone**. Further investigation revealed that four other people were involved in this incident. One fourteen-year-old student at the school was charged with possessing the same firearm as the original student. Furthermore, an additional fourteen-year-old student was charged with **Tampering with Physical Evidence**. A third fourteen-year-old was charged with **Unlawful Transfer of a Weapon** for allegedly selling the firearm involved in this case to the first juvenile that was arrested. An eighteen-year-old male was eventually arrested for **Unlawful Transfer of a Weapon** for his involvement in selling the firearm to the first juvenile.

June

On June 28th, officers responded to the College Station Medical Center in reference to a deceased two-year-old child. Officers learned that the child's father, identified as **Richard Leon Carter, Jr.**, had brought the child to the emergency room. An autopsy indicated the cause of death to be injuries to the child's head and investigation revealed that the injuries occurred while the child was with his father. Carter was arrested for Injury to a Child. Carter was later indicted for **Capital Murder**.

July

On July 14th, officers responded to the 200 block of Southwest Parkway East for a major accident. Investigation revealed that an Acura Integra was exiting a private drive in an attempt to turn eastbound. In the process of attempting the turn, the Acura was struck by a brown Toyota Land Cruiser that was traveling westbound on Southwest Parkway. The driver of the Acura, **Leslie Ann Snell**, was transported to the College Station Medical Center. On July 15th, Snell died from the injuries that she sustained in the accident.

August

On August 8th, Law Enforcement officers from the **Polish National Police** visited the College Station Police Department. The group of representatives were participating in management training sponsored by Sam Houston State University. As a part of the training, the group observed the College Station Police Department command and control center. They also learned about the exchange of information between police and other city services during crisis situations and how information is exchanged between C.S.P.D. and other law enforcement agencies.



On August 28th, the College Station Police Department introduced a new member of the police department to the public. A 2-½ year-old Dutch Shepard by the name of **Brando** was selected for the department's K9 Program. The program includes explosive detection, tracking, article recovery and patrol deployment. **Master Officer Todd Van Dresar** was selected as Brando's handler.

On August 30th, officers from the College Station Police Department responded to the 4100 block of Earl Rudder Freeway South for a major accident. Investigation determined that a Ford pickup truck had run into the rear end of an Oldsmobile Bravada causing the Oldsmobile to leave the roadway. The Oldsmobile rolled over, causing the passenger to be ejected from the vehicle. The passenger, **Jon David Watts**, was pronounced dead at the scene.



August 8th



August 30th

October

On October 25th, officers responded to the 200 block of Harvey Mitchell Parkway for a major accident. The investigation determined that a Chevrolet Camaro was traveling in the inside northbound lane of Harvey Mitchell Parkway. The driver of the Camaro swerved to the outside lane in order to avoid a second vehicle, which had entered the roadway from a private driveway. The Camaro left the roadway on the east side of Harvey Mitchell and then reentered onto Harvey Mitchell crossing over into the northbound lanes. The Camaro was struck on the driver's side of the vehicle by a Mercury four-door vehicle that had been traveling southbound in the inside lane. The driver of the Camaro, **Edward Franklin Sullivan IV**, was killed in the accident. The driver of the Mercury, as well as all four passengers, was transported to local hospitals with possible critical injuries. One of the passengers in the Mercury, **Cheng-Hsien Chiang**, was life-flighted to Scott & White Hospital in Temple where he died in surgery.



On October 25th, officers responded to a major accident at the intersection of Texas Avenue and Walton Drive. The investigation indicated that a Dodge Stratus was northbound in the center lane of Texas Avenue. The Dodge Stratus failed to stop at a red light and struck a Ford Tempo as it was entering Texas Avenue from Walton Drive. The driver of the Ford, **Carol Darnell**, had a green light. At the time it appeared that neither driver had life threatening injuries however, Darnell was transported to the College Station Medical Center with a complaint of chest pains. Darnell was treated and released from the hospital the following day. On October 29th, Darnell's condition worsened and she was transported to St. Joseph Hospital where she died. Autopsy results indicated that Darnell died as a result of trauma suffered in the accident, which was, compounded by a prior heart condition.

On October 29th, another group of law enforcement officers from the **Polish National Police** visited the College Station Police Department. The visit was a part of a cooperation and training exchange agreement between the Polish National Police and the Criminal Justice Center at Sam Houston State University.

On October 29th and 30th, officers from the College Station Police Department participated in a multi-agency special event plan for the **United States Air Force's Thunderbird Aerial Demonstration**. The aerial demonstration was held on October 30th and a "dress rehearsal" was held on October 29th. Both events involved major road closures each day. The College Station Police Department was the lead agency concerning street closures and traffic control on city streets. The event was held at the George Bush Library on the Texas A&M University campus.

November

On November 22nd, the College Station Police Department's Communication Division was granted "**Public Safety Communications**" **Accreditation** by the Commission on Accreditation for Law Enforcement Agencies at the CALEA Fall Conference, in Colorado Springs, Colorado.

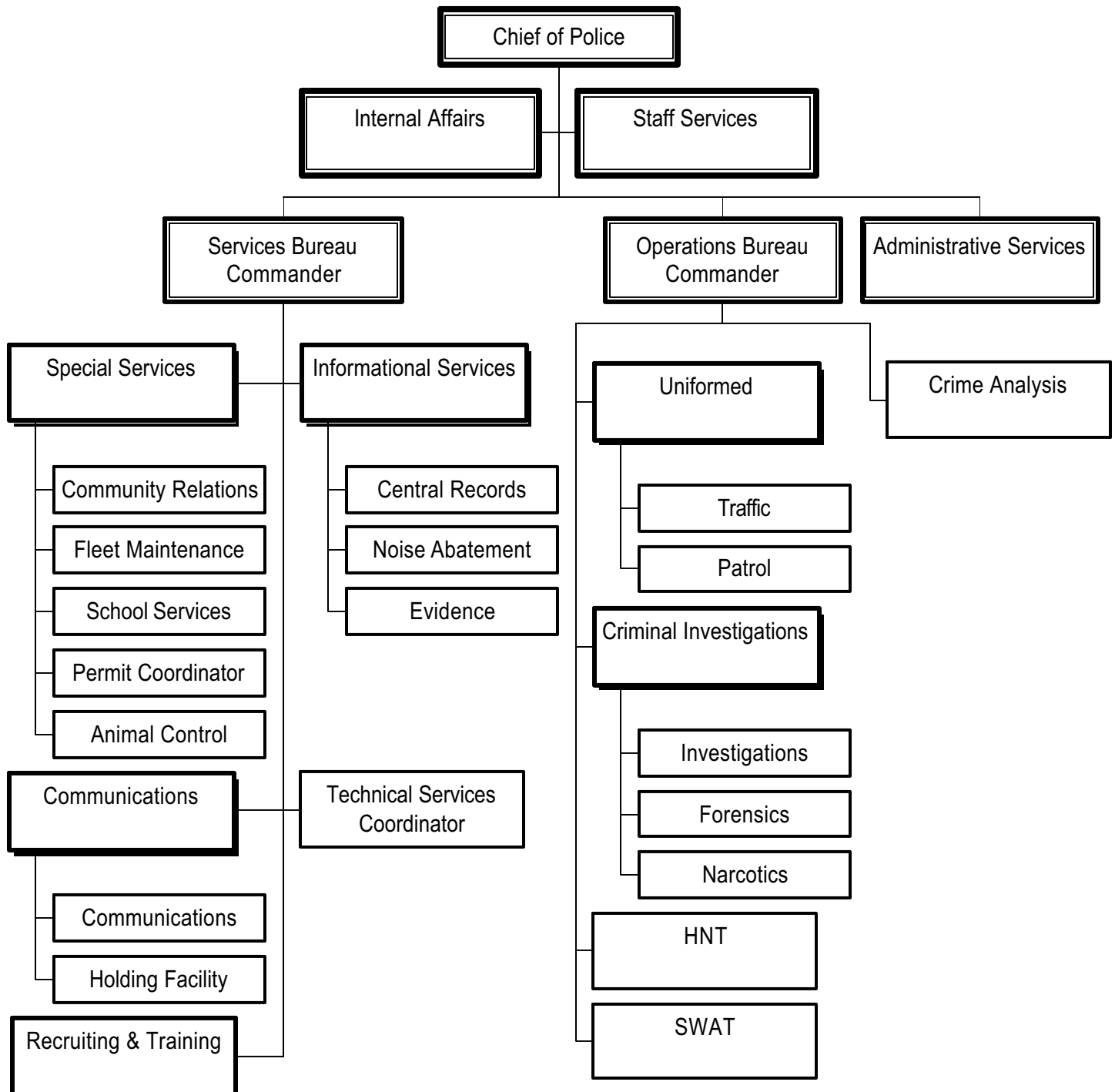
December

On December 6th, officers from the College Station Police Department responded to the 600 block of Harvey Mitchell Parkway South in regards to a major accident. Upon arrival, officers determined that a single vehicle accident had occurred involving a Ford Explorer. Investigation indicated that the Explorer left the roadway as it was traveling southbound on Harvey Mitchell Parkway. The Explorer rolled over and the passenger, **Oscar Palomares, Jr.**, was partially ejected. Palomares was transported to the College Station Medical Center where he was pronounced dead.



DEPARTMENTAL ORGANIZATION

Organizational Structure





Staffing as of December 31, 2003

Administration	Budget	Actual
Chief of Police	1	1
Assistant Chiefs of Police	2	2
Police Lieutenant	1	1
Police Sergeant	1	1
Technical Services Coordinator	1	1
Administrative Assistant	1	1
Secretaries	2	2
Quartermaster	1	1
Sworn Personnel	5	5
Civilian Personnel	5	5

Criminal Investigations	Budget	Actual
Police Lieutenants	1	1
Police Sergeants	2	1
Police Master Officers	8	8
Police Senior Officers	5	5
Sworn Personnel	16	15

Information Services	Budget	Actual
Records Division Manager	1	1
Records Technicians	4	4
Property/Evidence Clerk	1	1
Crime Analyst	1	1
Police Assistant	1	1
Civilian Personnel	8	8

Special Services	Budget	Actual
Police Lieutenants	1	1
Police Sergeants	1	1
Police Master Officers	4	4
Police Officers	2	2
Animal Control Officers	3	3
Sworn Personnel	8	8
Civilian Personnel	3	3

Uniformed	Budget	Actual
Police Lieutenants	3	3
Police Sergeants	7	7
Police Master Officers	15	15
Police Senior Officers	17	17
Police Officers	17	13
Police Probationary Officers	8	8
Police Recruit Officers	0	2
Sworn Personnel	67	65

Recruiting & Training	Budget	Actual
Police Lieutenants	1	1
Police Sergeants	2	2
Police Master Officers	1	1
Sworn Personnel	4	4

Communications	Budget	Actual
Communications Manager	1	1
Communications Supervisor	3	3
Communications Operator	16	13
Public Safety Officer	7	7
Civilian Personnel	27	24

Part Time	Budget	Actual
School Crossing Guards*	2.5	2.5
Civilian Personnel	2.5	2.5

*10 at ¼ time

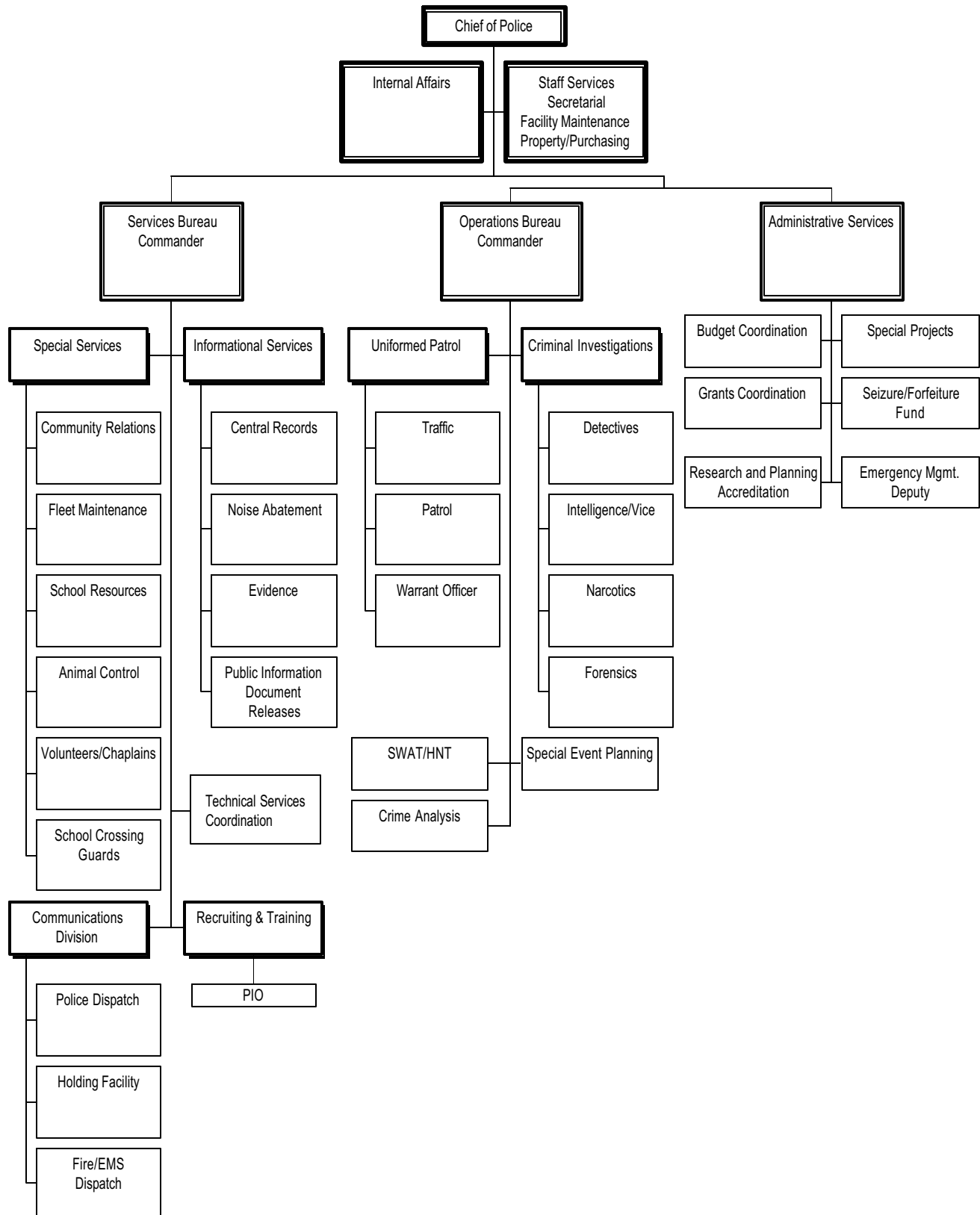


	Budget	Actual
TOTAL SWORN PERSONNEL	100	97
TOTAL CIVILIAN PERSONNEL	43	40

ALIGNMENT OF FUNCTIONS

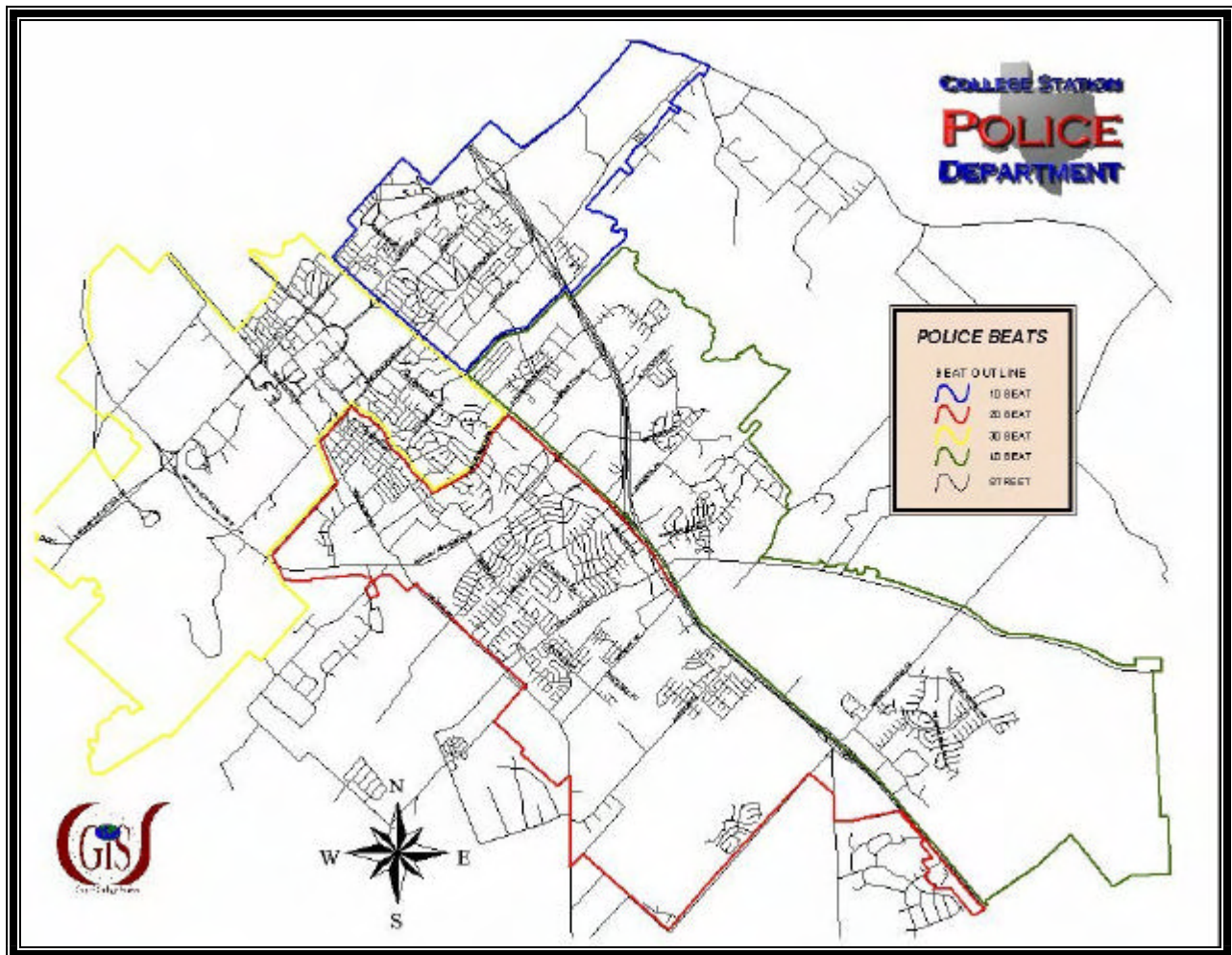


COLLEGE STATION POLICE DEPARTMENT 2003
ANNUAL REPORT





Police Beats



The police department has divided the city into four primary beats to better serve the citizens of College Station. An analysis, to assign officers to their beats, is completed annually to help determine the boundaries of those beats and to assign officers to more effectively utilize manpower resources. This system ensures a faster response time to citizens' calls for assistance. In addition, permanent beat assignments are made annually so that the officers can become more familiar with an area and its residents. Permanent beat assignment is a major component of the department's Community Policing Philosophy.



The Operations Bureau

The Operations Bureau is composed of two major units, the Uniformed Division and the Criminal Investigations Division. The department's SWAT Unit and Hostage Negotiations Team also operate directly within this bureau.

Uniformed Division

The Uniformed Division is responsible for the preliminary investigation of calls for service, traffic enforcement, accident investigation, municipal warrant service and parking control. The Uniformed Division is organized into three shifts: day shift, evening shift and night shift. Each shift is commanded by a Lieutenant, and is composed of two patrol squads.

Patrol Section - This section is responsible for the preliminary investigation of calls for service, traffic enforcement, and accident investigation. This section does follow-up investigation of some minor criminal offenses.

Municipal Warrant Section – This section consists of one full-time sworn officer dedicated to serving warrants issued by the College Station Municipal Court.

Bicycle Patrol Section – This section, beginning its second year in 2003, consists of four full time sworn officers that perform normal patrol duties, in addition to assisting with special events and handling special assignments as required.

Traffic Unit – This component consists of six motorcycle officers and one motorcycle sergeant whose primary responsibility is selective traffic enforcement, investigation of serious injury and fatality accident reconstruction and escort functions.

Criminal Investigations Division

The Criminal Investigations Division (CID) is responsible for the follow-up investigations of most criminal offenses. This division is organized into the investigation section, the narcotics section, the special operations section, the forensic technician, and the criminal intelligence function.

Investigation Section – This section is responsible for the follow-up investigations of most criminal offenses. In 2003, **5,696** cases were sent to CID. Of those, **2,145** were assigned to the nine detectives working in the investigation section.

Narcotics Section – This section is responsible for the investigation of narcotics related criminal activity.

Criminal Intelligence Function – This function involves the collection, analyzing, and dissemination of crime information.



Forensic Technician – This officer is responsible for the processing of all major crime scenes, fingerprint comparisons and maintaining fingerprint files.

Detective/Forensic Technician Tony Kunkel works in the lab.



Traffic Sgt. James



Detective Brandy Norris



2003 Traffic Unit





Special Weapons and Tactics Unit (SWAT)

This unit is composed of personnel selected from any of the divisions in the department. It serves as a “collateral duty” unit, meaning that all members of the team serve full time in other assignments within the department, and volunteer to respond to situations requiring qualifications and skills that are outside those of the average patrol officer.

All officers assigned to the SWAT unit must complete a “Basic SWAT Training Course,” Less lethal weapons courses, and other special weapons and tactics training. Specially selected members of the team are trained as “Bomb Technicians”, and all members are trained in support for bomb squad operations.

In 2003, SWAT responded to the following 23 incidents:

Barricaded Person Situations	3
Dignitary Protection Details	7
Bomb Calls	11
Other Situations	2

The Barricaded Person calls involved one suicidal person who voluntarily exited and was taken into custody by SWAT and perimeter officers and referred for evaluation. Another incident involved one aggravated assault suspect who came out and was taken into custody by a SWAT officer and others on the inner perimeter. Another burglary of habitation suspect that surrendered to SWAT after the negotiation team spoke with him.

Of the bomb calls handled in 2003, 6 involved suspicious packages or items, none of which turned out to be “live” devices. One was apparently a prank device and one was a deactivated hand grenade. The other four were simply harmless packages found in unusual places or circumstances. The bomb squad also responded to 5 other calls where actual explosives were found, and recovered. These included a total of 5 live pieces of military explosive ordnance, (all five were WWII era hand grenades) as well as a quantity of commercial explosives that were apparently abandoned.

The dignitary protection details involved protective measures for several United States and foreign dignitaries, including Former President George Bush, the U.S. Secretary of State, Colin Powell, former U.S. Secretary of State Henry Kissinger, the Former Vice-Premier of the People’s Republic of China, and the First Lady of Qatar.

The “Other Situations” included assisting the Brazos Valley Narcotics Task Force with a high-risk search warrant in College Station, and providing technical assistance with a high-risk search of several buildings and other locations for another jurisdiction.



Hostage Negotiations Team (HNT)

This unit is composed of volunteer sworn personnel from various divisions of the department. It serves as a “part-time” “on call” unit to respond to situations requiring a tactical response. Members of the team receive specialized training in hostage negotiations and have been appointed by the Chief to serve in that capacity.

The Hostage Negotiation Team responded to four call outs in 2003. There were three barricaded subjects and one suicidal person. All call outs ended in a peaceful resolution. Their commitment to improve their negotiation skills involves training at least once a month using “real life” scenarios and twice a year the unit participates in joint training with SWAT. The team participated in several presentations in 2003.



**Members of the
SWAT Team give
a demonstration to
some TAMU
Corps members**

**2003 Hostage
Negotiation Team**



The Services Bureau

This Bureau is responsible for emergency communications, central records and information services, public information, recruiting and training, fleet maintenance, and other services without which a police agency could not operate.

Special Services Division

The duties of this division include citywide Community Relations and Crime Prevention programs, the School Resource Officer Program, and the DARE program. The division is also responsible for the management of the Citizens Police Academy, the Senior Citizens Police and Fire Academy, the Volunteer Program, the Departmental Honor Guard, coordination of fleet maintenance and the Animal Control Section.

Crime Prevention/Community Relations Section – This section serves to provide crime prevention education presentations, supervise neighborhood watch programs, provide home and business inspections, and conduct other crime prevention activities. Programs in 2003 included the Annual Easter Egg Hunt (over **4,000** children participated), National Night Out, Red Ribbon Week, Food and Toy Drive, Halloween Safety, the Citizens Police Academy, the Senior Citizens Police and Fire Academy and Bike Safety Programs. A total of **54** safety programs were given at various business locations throughout the city. This included a bicycle safety program with over **700** children in attendance. Officers with this division gave **21** tours of the police department and attended **29** meetings at retirement communities. In addition, **57** home security surveys were completed. For the second year, during Halloween, a “haunted house” was set up at the police department and young children were entertained all day.

School Resource Officers (SRO) - The school resource officer program consists of sworn officers who teach criminal justice classes in the local high school and middle schools. The



program offers both high school credit, and through a cooperative agreement with Blinn College, can offer college credits to students who successfully complete the classes. These officers teach “Fundamentals of Criminal Law,” “Introduction to Criminal Justice” and “Crime in America.” In 2003, approximately **70** high school students were enrolled in the Criminal Justice Program. In addition, full time SRO’s are assigned to both middle school campuses. These officers teach “Juvenile Justice” and “Practical Law” courses to seventh and eighth grade students each semester. In 2003, over **121** students were enrolled in these courses.

School Crossing Unit – The main responsibility of this component is to assist school children to safely cross the street at selected intersections. This division makes sure that the twelve selected intersections are covered by one of the regular or substitute school crossing guards. At times, other department employees are required to work a school crossing intersection if a scheduled guard cannot work.

Sgt. Campbell helps with CPA Building



Sgt. Leeth with the CPA at the firing range.



Records

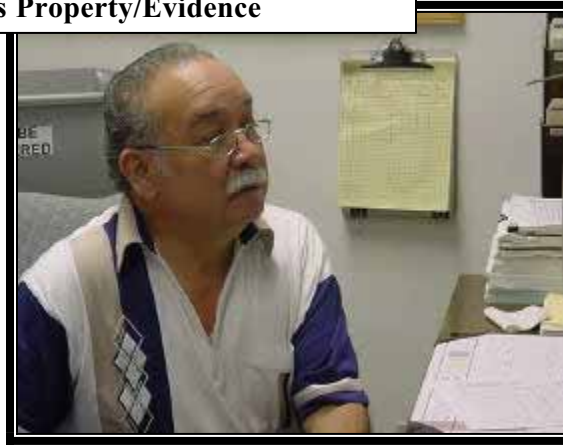


Lt. Simpson at the Special Olympics Torch Run





Jim Morales Property/Evidence



DARE Officers - This component consists of sworn officers who teach the DARE curriculum to students in the fifth grades. The emphasis of the curriculum is to help students recognize and resist the many direct and subtle pressures that influence them to experiment with alcohol, tobacco, marijuana, inhalants or other drugs or to engage in violence. In 2003, over **595** fifth grade students attended DARE classes where they learned the skills needed to help them resist drug abuse. DARE Officers also visited all kindergarten and first grade classes to interact with the younger children.

Animal Control – The function of this component is to respond to citizen calls for service regarding animals and to take appropriate action. In 2003, the department answered **4,480** animal related calls for service.

Informational Services Division

The informational services division is responsible for maintaining the department's central records, computation of statistical reports, the maintenance of evidence and providing noise abatement information.

Central Records Section – The primary responsibility of this section is the recording, maintenance, and release of departmental records in accordance with applicable local, state and federal laws. This section is the first point of contact for visitors to the police department. In 2003, employees in this section had **15,763** contacts with the public at their front window.

Evidence Unit – This unit has the responsibility of receiving, cataloging, storing, destroying and releasing evidence and found or recovered property submitted by department personnel. During 2003, the evidence technician processed **5,861** pieces of



property and evidence. In addition, during the same twelve-month period the technician disposed of **2,922** pieces of property.

Current Evidence Inventory **As of 12/31/03**

Category	Totals	Amount
Firearms	205	
Jewelry	88	
Money	176	\$6,982.32
Narcotics	2865	
General	20,932	
Total Items	24,266	

Noise Abatement/Alarm Coordinator - The duties of the Police Assistant (PA) include the Noise Abatement Program, Alarm Coordination, and liaison with City Code Enforcement. The PA works to educate the residents of College Station about the Noise Abatement Program and enforcement actions. The police department, together with campus organizations completed several "Walk and Talk" programs during the fall and spring semesters. The department also assisted in hosting two Neighborhood Block parties. Approximately 23 different city departments, campus organizations, and community organizations mutually worked to bring our student population and citizens together at Neighborhood Block Parties. These parties provided our citizens the opportunity to meet their neighbors and learn about programs in our area. During 2003, the police assistant had a total of **1,594** contacts with the public. These contacts include phone calls and visits made to landlords regarding violations on their property and presentations given.

The College Station Police Department hopes that through the continued team approach to noise complaints and alcohol abuse problems, the number of complaints will be reduced and the awareness of the dangers of irresponsible alcohol use will increase. In the fall of 2003, the College Station Police Department continued to work with the Texas A&M University Police Department to address noise and alcohol complaints. Each department provides three officers to work jointly on Thursday, Friday, and Saturday nights the weekend prior to the beginning of school and home football game weekends. Together they monitor bar activity, respond to noise complaints and complaints of alcohol abuse.

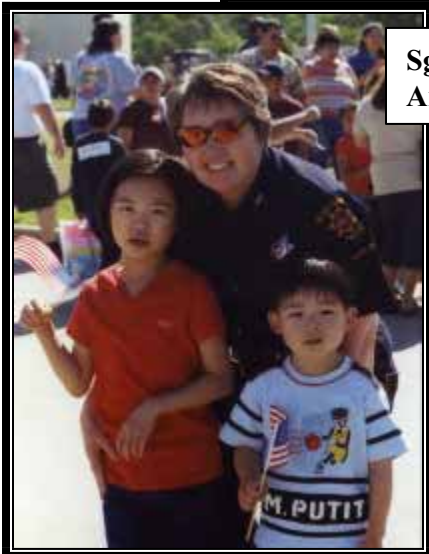
The police assistant continued to work to reduce the growing number of alarm calls received by the police department. In 2003, the College Station Police Department received **2,209** alarm calls. The PA made **376** contacts regarding problem alarm situations and she gave **12** presentations to better inform the citizens of the regulations and responsibilities involved when an alarm system is installed.



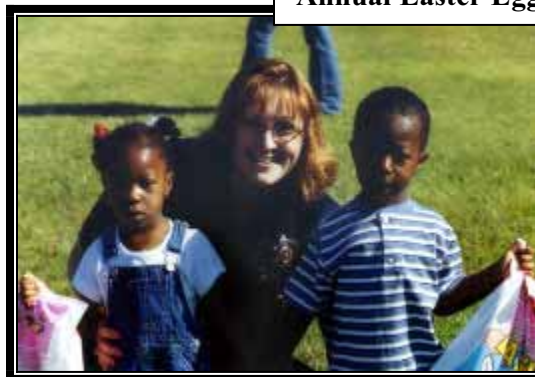
**Police Assistant
Becky Hagen**



**Sgt. Janice Kemp at the
Annual Easter Egg Hunt**



**Officer Karla Wiesepape
Annual Easter Egg Hunt**



**The race is on...
Easter Egg Hunt**



**Mayor Silva at
National Night Out**





**School Crossing
Guard Reception**



Recruiting and Training Division

This division is responsible for recruiting, selection, initial training, and in-service training for both sworn and civilian members of the department. The lieutenant of this division also performs the duties of Public Information Officer. In 2003, the department issued **106** press releases and **6** public service announcements were made. This division also made a total of **40** public appearances, including radio spots. Other department divisions made an additional **104** public appearances.

Recruiting Section – The primary function of this section is to coordinate the recruitment and selection of all sworn and civilian employees with the exception of school crossing guards.

Training Section – The primary function of this section is to coordinate the training of all departmental employees. In addition, another major function of this section is to coordinate the field training programs for all newly hired civilian and sworn employees. The division continued to use the Sergeants Field Training Program that was implemented in 2003. This program has served as a model for other departments that have realized the importance of training new sergeants.

Communications Division

This division is responsible for all public safety communications functions for the city, and also manages the department holding facility. This division is primarily responsible for answering emergency 911 calls, taking citizen requests for service, dispatching patrol units, fire apparatus, and emergency medical services as appropriate. They also intake and release of prisoners placed into the department holding facility, and for the “Emergency Medical Dispatch” (EMD) function.



Communications Operators – Communications operators are the primary points of contact for emergency and non-emergency requests for police services. In addition, they handle dispatch and communications for Fire and EMS services within the city. The communication operators are also trained in the Emergency Medical Dispatch (EMD) function. They provide emergency medical pre-arrival instruction via telephone so emergency treatment can begin before EMS personnel are on scene. In 2003, communications personnel answered **317,760** total telephone calls with **51%** of the calls being received between the hours of 8:00 AM and 5:00 PM. Out of the total telephone calls received, **15,252** were 911 calls.





Public Safety Officers – Public Safety Officers (PSO) fulfill jailer functions in the department's holding facility, including booking & releasing, and monitoring prisoner welfare. PSO's may also serve as "call takers" in the communications section when conditions allow, assisting with answering telephones. The PSO's may take offense reports by phone, in person at the station, or may be dispatched into the field to handle these calls for service. In 2003, the College Station Police Department processed **4,978** prisoners and served **1,329** meals. Holding facility personnel served **720** warrants and collected **\$203,154** in cash bonds. This is up from the approximately \$75,000 collected in 2002. This increase is due to the fact that the municipal court judge is not allowing as many personal recognizant bonds as in the past. Therefore, offenders have to spend more time in jail and are opting to pay the money they owe to the City.

Technical Services

The Technical Services Coordinator is responsible for technical project management for the police department. This includes troubleshooting for in-house computer issues and computers located in the police vehicles. Other duties include maintaining the police department website, software training, assisting in data collection/analysis and support of telephones, radio, 911 calls, voice logging recorder, voice recorders, emergency power, door access system and database management. In 2003, the Technical Services Coordinator was the police department's representative and was actively involved in planning a new web site for the City.

Crime Analyst

The primary responsibility of the Crime Analyst is to track and analyze criminal activity within the city. Using data provided by a variety of sources, both internal and external, the analyst alerts officers about problems through bulletins and maps. Additionally, statistics regarding criminal activity are created for use by the public so that educated decisions can be made as to the crime activity in a particular area.

Administrative Services

Administrative Services is responsible for grant coordination, special projects, the seizure/forfeiture fund and research/planning for accreditation. In 2003, Administrative Services devoted a great deal of its time maintaining our accreditation standards. The College Station Police Department has to comply with 355 mandatory standards and 89 non-mandatory standards in order to gain accredited status. The accreditation process provides the structure and sets the standards for law enforcement to be recognized as a true profession.



Technical Services Coordinator Ronnie Horcica



**Communications
Operator Sabrina Yzeak**

**Public Safety Officer
Kathy Young**



CSPD Dispatch Center



**Crime Analyst
Cabrina Scott**





SPECIAL PROGRAMS

In addition to the descriptions of the operational programs initiated by the department during the year, several other programs and projects were conducted by the department. These will be described here.

STEP – (Selective Traffic Enforcement Program) Grants

During 2003, the College Station Police Department participated in a selective traffic enforcement program grant administered by the Texas Department of Transportation. This program, Comprehensive/STEP, is designed to reduce driver's risk taking behavior by combining alcohol, speed safety belt and moving violations enforcement efforts to reduce injuries and fatalities on the city's roadways and within intersections. With these additional funds, the following enforcement activities were accomplished:

DWI – 23
Moving Violations/Intersections – 743
Speed Over the Limit – 1,320
Safety Belt – 917
Child Restraint – 12
Other Citations – 736
Other Arrests - 61

Bicycle Patrol Unit

This section was designed to improve the relations and cooperation between the police department and the citizens of College Station through enhanced community policing methods. The College Station Police Department Bicycle Patrol Unit is deployed primarily in the officer's area of patrol responsibility, but may be used elsewhere in furtherance of the overall departmental mission statement.

The Bicycle Patrol unit provides all normal police services requested by citizens, just as if they were in a regular patrol vehicle, as well as, school appearances, community rides and events, bicycle safety programs, plain clothes surveillance, special events and bicycle registration programs.



Departmental Honor Guard

The Honor Guard consists of volunteer officers who perform ceremonial duties for events such as police memorial day, funerals, and other public events. In 2003 the Honor Guard represented the department on **15** occasions, including a ceremony on Police Memorial Day, funerals for department family members and at several official police officer funerals throughout the state.

Citizens Police Academy

As always the Citizen Police Academy continues to be one of the most popular programs ever implemented by the department. Students who attend the academy obtain a unique perspective on the day to day operations of the department and what it means to be a police officer. Department personnel serving as instructors benefit from the input and fresh ideas that sometimes come from academy students. Members of the department also benefit from the level of support and understanding shown by current and previous attendees of the academy. The "routine" contacts the officers and citizens have, where the citizen has recently witnessed or been victimized by a crime, incident, or accident, are highly stressful situations, in which positive contacts are difficult. A total of **20** citizens graduated from the 32nd session that was held in the spring of 2003 and a total of **27** citizens graduated from the 33rd session that was held in the fall of 2003. Several members of this class went on to join the Citizen Police Academy Alumni Association.

Citizens Police Academy Alumni Association

Many graduates of the Citizens Police Academy continue their association with the College Station Police Department by joining the Citizens Police Academy Alumni Association. The CPAAA assists the department with a float for the annual Christmas Parade, works with the Bryan Police CPAAA in sponsoring the annual Law Enforcement Officers Appreciation Luncheon held during Law Enforcement Memorial Week each May and assists with various other police department functions. The CPAAA has proven to be a valuable asset to the police department.

Senior Citizens Police and Fire Academy

The Senior Citizens Police and Fire Academy began its second year in 2003. This eight-week program is a joint effort of the College Station Police and Fire Departments. This academy is intended to inform senior citizens about both departments and to provide safety information to seniors. The goal of the program is to make senior citizens aware of how the police and fire departments operate in the community and then they can share that information with their friends and associates. Some of the topics covered were: crimes against the elderly, crime scene search, fire safety, smoke alarms, fall prevention, traffic laws, accident investigation and home disaster preparedness. In May 2003, **12** senior citizens completed the program.



Critical Incident Stress Management Team

In February 2003, **Sgt. Janice Kemp** and **Master Officer Rhonda Seaton** traveled to East Texas as part of the City of College Station Critical Incident Stress Management Team. These officers were part of a 6-member group of College Station employees who offered their training in Critical Incident Stress Management (CISM) to NASA personnel during the recovery efforts following the Shuttle Columbia disaster. A volunteer program consisting of City staff trained in Basic Peer Support and Advanced CISM counseling techniques, CISM responds to requests for assistance from local and out of area agencies. On February 7, NASA staff, through the International Critical Incident Stress Foundation, contacted this team. They then traveled to the Shuttle Recovery Area and provided aid until another team from Dallas relieved them on February 11th. The team employed its knowledge to help others deal with Critical Incident Stress, which may potentially produce a negative psychological response in a person who was involved in or witnessed such an incident. Participants were exposed to a wide variety of challenging situations involved in the debris and remains recovery effort.



Members of the CSPD CISM Team visited a memorial display in Hemphill, Texas following the Shuttle Disaster.



Officer Karla Wiesepape enjoys a neighborhood party.



CSPD Staff participates in the Annual MDA Telethon

Detective Tony Kunkel instructs at the Senior Police and Fire Academy



Officer Blaine Krauter at the Annual Law Enforcement Officer Memorial Service



Annual Law Enforcement Memorial Service





Police and Fire Computer Aided Dispatch (CAD) Program

The College Station Police Department conducted a major software upgrade during July of 2003 to the Police and Fire Computer Aided Dispatch (CAD) program. This software assists the dispatchers in entering calls for service for police, fire, medical and animal control. This software also tracks and recommends the appropriate unit or units for each of the types of calls for service.

A committee was organized in 2002 from members within the Police Department, Fire Department and city IT staff to begin the search for a software upgrade. The software that was used by the Police and Fire dispatchers prior to the upgrade was installed during the summer of 1991. This initial software had few upgrades since the initial install and was difficult to support. After a review of proposals from numerous software vendors, the selection was narrowed down to a couple of vendors that conducted on-site demonstrations of their software to the committee. The committee selected GEAC Public Safety software. GEAC was supporting the old software prior to the upgrade. The upgraded software brought in latest versions of software, a windows environment, and numerous enhancements and new features.

The next part of this project will involve Police Records enhancements, installation of booking software and field reporting for the police officers.

Law Enforcement Explorers Post #120

The Explorer's Post was chartered on October 10, 2003 with Boys Scouts of America in conjunction with a program called Learning for Life. The first official meeting was held on October 17, 2003 at the College Station Police Department. The post started with twelve male and female student explorers. Eleven of the students are from A&M Consolidated High School and one is from Texas A&M University.

The Explorers each have a strong desire to learn about the career of law enforcement and the criminal justice system. This program will allow the Explorers to have the opportunity to experience first hand the procedures and tactics used by law enforcement officers across the state and country. They will have the chance to show their skills at competition events with other Explorer's Posts at competitions across the state.

Competitions are not the main focus of the Explorer's Post, however it is the best way to test their skills. The main focus of the Explorer's Post is to learn the role of a police officer by taking on the tasks they perform, to explore the career of law enforcement through observation and participation, to learn about the laws of this state and nation, and to perform community service activities.

Each week, the Explorers examine a new area of law enforcement, from hostage negotiation, to crime scene search, to a robbery in progress, to felony traffic stops, and more. Each area leads the Explorers toward learning a new career and displaying the skills they learn at competitions around the state.



K-9 Unit

The College Station Police Department K-9 Unit was formed in 2003 under the direction of Chief Ed Feldman after two years of research and planning. The unit was formed as a response to the terrorist attacks that occurred on 09/11/01 and an increasing demand for dignitary protection efforts. On August 28, 2003, the program was introduced to the public. Over a ten-week period, the department worked with Gerald Goss, an internationally accredited dog trainer, to select and train an appropriate dog for the program. The K-9 program includes explosive detection, tracking, article recovery and patrol deployment. Based on these initial program requirements, a 2-½ year-old Dutch Shepard by the name of **Brando** was selected. The dog was selected based upon a very thorough evaluation of various desirable traits found in the dog and the ability for the dog's traits to meet the pre-established program requirements. **Master Officer Todd Van Dresar** was selected as Brando's handler.

The K-9 Unit serves in a support role for all of the various divisions within the department. The unit is currently assigned to the evening shift and responds to crimes in progress, alarms and backup requests from other officers. The unit compliments patrol with its tracking, building searching and article (evidence) recovery abilities. The unit is also the only explosive detecting team in the Brazos Valley and responds to calls needing this type of assistance.

Communications Division National Accreditation

On November 22nd the College Station Police Department earned the distinction of being the first Communication Center in the State of Texas (and one of only 27 in the Nation) to gain "Public Safety Communications Accreditation" from the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) national offices. That accomplishment was recognized as the department received verification that it met state-of-the-art standards for the highly prized recognition of public safety communication excellence. The College Station Police Department Communication Division had to comply with 153 mandatory standards and 61 non-mandatory standards in order to gain accredited status.

Zeta Fail is the Communications Manager for the College Station Police Department and she also serves as the Accreditation Manager for Communications. In August 2003, a team of assessors from CALEA arrived to examine all aspects of the Communication Division. The assessor's review included policy and procedures, management, operations and support services. The assessment process required the cooperation and participation from personnel in all divisions of the police department. Accreditation is a coveted award that symbolizes professionalism, excellence, and competence. Accredited agencies can take pride in their department, knowing it represents the very best in public safety communications.



Explorer Post Training



**Master Officer
Todd Van Dresar
and Brando**





**Communications Manager Zeta Fail
and Sgt. Lesley Hicks tour the
assessors through the dispatch**





Pitt City Memorial Hospital PD Major Randy Nichols (assessor), Sgt. Lesley Hicks, Asst. Chief Mike Patterson, Communications Mgr. Zeta Fail, Chief Ed Feldman, Prince William County PD Captain Alfred Miller (assessor), Asst. Chief Scott



Volunteers

For some time, several citizens of our community have graciously volunteered time to work in various areas and functions of the department. These people provide invaluable service in assisting with clerical tasks, in setting up and presenting special projects, such as "Knightwatch" (citizens on patrol), Police Chaplains, and other areas where the assistance they provided made some significant differences.

The 2003 "office staff" volunteers were:

Evalyn Manning

Santos Ramirez

The 2003 "Knightwatch" volunteers were:



John Polasek

John Rauser

The 2003 Chaplain volunteers were:

Father Bruce Chabot

Reverend Danny Duron

Reverend Joe Dan Franklin

Pastor Jeff Gardner

Reverend Philip McLarty

Reverend Butch Smith

Rabbi Peter Tarlow

In 2003, the College Station Police continued the Reserve Police Officer program that was implemented in 2001. The same policies and procedures that apply to regular officers govern reserve police officers; however, they serve as volunteers without compensation. Each reserve officer is required to work a minimum of 8 hours per month in order to maintain a reserve commission with the department. The duties of reserve officers include: accompanying and assisting officers on patrol, crowd and traffic control, headquarters assignments, special events and advisory or specialized assistance to departmental units. As anticipated, this program proved to be a valuable asset to the department with the reserve officers providing additional manpower assisting with traffic direction during Texas A&M home football games and during the Annual Christmas Parade. In addition, reserve officers began having reserve officer training sessions and they also attended regular training offered to the paid sworn officers.

The 2003 Reserve Police Officers were:

Steve Brock

Marcus Griffin

Adam Henderson

Oran Jones

Robert Lundy

Wayne Onstott

DeWayne Taylor

2003 Department Awards

The College Station Police Department is proud to recognize those employees and volunteers whose outstanding performance, dedication, and efforts have brought them honors and awards from the department, and from the community we serve. Some of the awards received by employees and volunteers of this department are listed below.





Sworn and Civilian “Outstanding Employee”

During February the department Awards Committee selects one sworn and one civilian member of the department as the “employees of the year” based on the previous year’s performance. In addition, the committee selects a “communications operator and a supervisor of the year.” All employees are awarded a certificate, and a uniform commendation bar, to honor their “outstanding service during the previous year.” The selections are made by the committee based on department records of consistently outstanding performance, rather than for a single act.

Also during the year, the department receives requests for nominations from community organizations for employees to be honored by those organizations for their outstanding service. The people chosen as employees of the year are nominated for these awards also.

In 2003, **Senior Officer Chris Perkins** was selected as the "Outstanding Sworn Employee," **Staff Assistant Cheryl Weichert** was the "Outstanding Civilian Employee" for the year. **Communications Operator Joy Galvan** was chosen as “Communications Operator of the Year and **Sgt. Jeff Capps** was Supervisor of the Year.



**Senior Officer
Chris Perkins**



**Staff Assistant
Cheryl Weichert
and Chief Feldman**



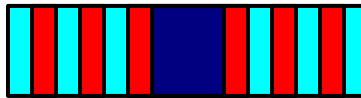
Outstanding Service Award

This award is issued to an employee who, through a single act or consistent outstanding service, improves the ability of the department to fulfill its mission of service to the community. This award may also be issued to employees in recognition for acts of service to the community or its citizens in the furtherance of justice.

In 2003, there were six recipients of the “Outstanding Service Award.” The co-recipients were **Master Officers Thomas Jagielski, Darrell Luedke, Andy Murph; Officer Jeff Harris** and



Sgt. Craig Anderson from the Uniform Patrol Division and Public Safety Officer Kathy Young from the Communications Division.



Outstanding Unit Citation

This award is issued to members of a particular unit (squad, section, etc.) that has performed in an outstanding manner as a team. The Chief of Police selects the unit each year. This year, the **Communications Division** was selected as the Outstanding Unit, for their dedication and hard work in becoming the first “Public Safety Communications” accredited agency in the State of Texas.



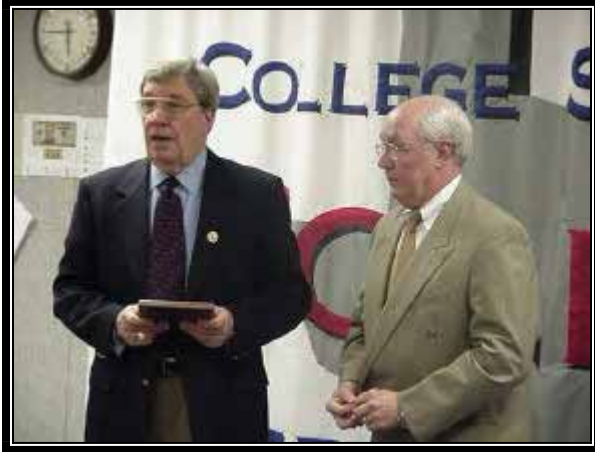
**Communications
Division receives
the Outstanding
Unit Citation**

“Volunteer” Award Winners

Volunteer of the Year
Dr. J. D. (DeWayne) Taylor

Outstanding Community Service Award
Car Pool

Outstanding Business of the Year
Barron Hobbs, General Manager
College Station Hilton and Conference Center



Citizen Commendation Awards
Melva Helm
Samantha Weaver and Tom Adair



**Guests at the Police
Department Awards
Ceremony**

GENERAL STATISTICS

Major Offenses and Calls for Service

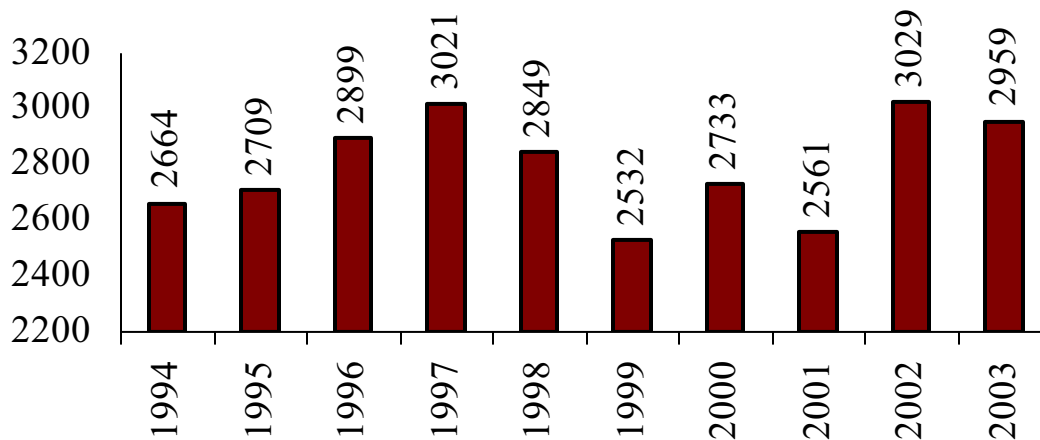
Major Offenses



"Major Offenses" are criminal incidents reported in accordance with the Texas Penal Code which includes both Felony and Misdemeanor crimes under Texas Law. The table below compares the number of reported Major Offenses in 2002 and 2003.

Offense	2002 Reports	2003 Reports	% Change (+ or-)
Murder	2	2	0%
Sexual Assault (Rape)	39	45	15%
Robbery	14	17	21%
Aggravated Assault	68	93	37%
Burglary	1308	1183	-10%
Theft	1500	1533	2%
Vehicle Theft	97	86	-11%
Total Major Crimes Reported	3028	2959	-2%

Major Offenses 1994 - 2003



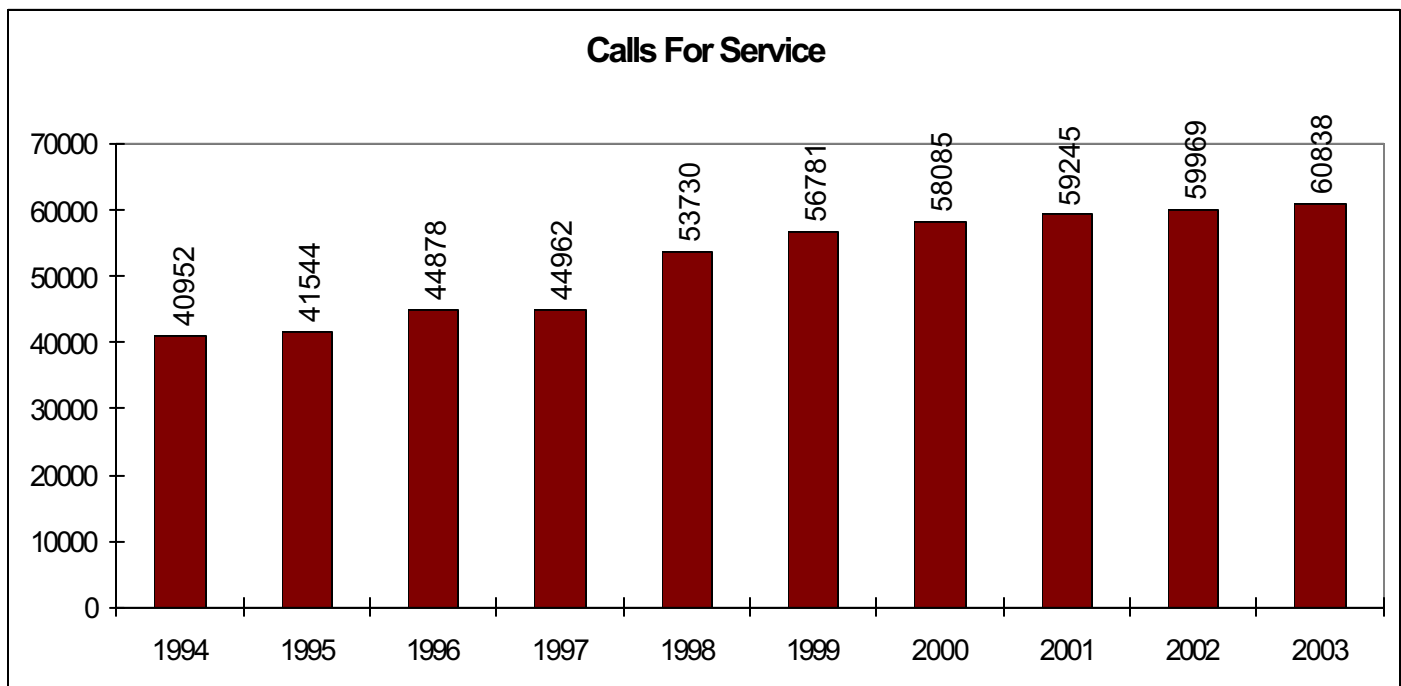


Calls for Service

A "Call for Service" is defined as "any event or situation, which requires a response from the police department." This includes, but is not limited to: crimes in progress, traffic accidents, arresting offenders, taking reports of criminal offenses or non criminal incidents, and responding to citizen calls for assistance. Calls for Service **do not** include: issuing traffic citations, security checks of homes or businesses, giving directions or answering questions, or conducting special programs such as crime prevention talks or the Citizens Police Academy.

In the ten years from 1994 through 2003, the demand for police services, as measured by calls for service, has increased from **40,952** to **60,838**, which is an increase of **19,886** calls for service or approximately **49%**. During the same period, the population of the City of College Station increased from **57,085** to **75,763** which is an increase of **15,415** residents or approximately **33%**. The next table depicts the changes in calls for service during the last ten calendar years for the College Station Police Department.

TOTAL CALLS FOR SERVICE 1994-2003





Arrest Information by Assignment For All Offenses

These figures include arrests for all purposes, including warrant arrests from other jurisdictions.

Traffic (Motorcycle) Section	2002 Arrests	2003 Arrests
Misdemeanor Arrests	34	161
Felony Arrests	1	3

Uniformed Patrol Division	2002 Arrests	2003 Arrests
Misdemeanor Arrests	2282	2603
Felony Arrests	124	160

Criminal Investigations Division (excluding Narcotics Task Force)	2002 Arrests	2003 Arrests
Misdemeanor Arrests	219	192
Felony Arrests	106	123

Others (Includes Special Operations, SRO's, etc.)	2002 Arrests	2003 Arrests
Misdemeanor Arrests	196	273
Felony Arrests	0	1



Arrest Information on Major Offenses

Offense	Number of Adults Arrested in 2002	Number of Adults Arrested in 2003	Number of Juveniles Arrested in 2002	Number of Juveniles Arrested in 2003
Murder	1	2	1	0
Sexual Assault	11	6	1	1
Robbery	1	8	2	1
Aggravated Assault	17	38	4	3
Other Assault	87	81	7	16
Burglary of Building	11	7	0	14
Burglary of Habitation	13	24	8	6
Burglary of Vehicle	19	15	6	11
Burglary of Coin Operated Machine	2	2	0	0
Vehicle Theft	9	15	3	2
Theft	252	215	91	67
Total	423	413	123	121

Arrest Information on Alcohol/Drug Charges

Offense	Adult Arrest/ Charges in 2002	Adult Arrest/ Charges in 2003	Juvenile Arrests in 2002	Juvenile Arrests in 2003
Possession of Marijuana	123/154	148/180	13	9
Possession of Other Controlled Substance	38/42	45/53	1	2
Liquor Law Violations	48/49	58/64	1	1
(other than Minor in Possession)				
Minor in Possession of Alcohol*	63	50	0	0
(Adults 17-20 and Juveniles together)				
Intoxication Assault	1	0	0	0
Driving Under the Influence	89	100	0	0
Driving While Intoxicated	256	240	1	0
Public Intoxication	225	225	0	0
Total	843 /879	866/912	16	12

- Under Texas Law

A Juvenile is a person who has not reached his or her 17th birthday. A "Minor" is someone who has not yet reached his or her 21st birthday. For "Minor In Possession" statistics group both minors and juveniles together.



Stolen and Recovered Property in 2003

Type Property	Stolen in 2002	Recovered in 2002	Stolen in 2003	Recovered in 2003
Currency	64,804	1,747	72,509	1,822
Jewelry/Precious Metals	83,466	10,425	164,227	6,450
Clothing	75,891	30,434	75,134	27,514
Motor Vehicles	1,001,254	668,769	860,861	631,233
Office Equipment	71,948	2,603	99,545	6,600
Electronics	613,467	32,415	482,193	24,822
Firearms	19,294	2,450	28,827	2,217
Household Items	21,153	400	25,037	355
Consumable Goods	10,217	1,574	25,075	2,485
Miscellaneous	425,949	55,238	437,785	52,619
Livestock	0	0	0	0
Total	\$2,387,441	\$806,055	\$2,271,193	\$756,117

2003 Motor Vehicle Accidents

	2002	2003	% Change
Major (with visible or claimed personal injuries)	390	368	-6%
Minor (with property damage only)	1,779	1760	-1%
Non-reportable (private property)	374	360	-4%
Fatality *	3*	7*	133%
Total Accidents	2,543	2488	-2%

* Fatality Accidents also included in Total Major Accidents.

2003 Alcohol Related Accidents

(included above)

	2002	2003
Alcohol Related	55	74
Charges Filed	55	74



2003 Top Eleven Accident Locations

Texas Avenue / Holleman Drive	100
Harvey Road / Earl Rudder Freeway Frontage Roads	72
Texas Avenue / Southwest Parkway	71
Texas Avenue / Harvey Road	66
Texas Avenue / George Bush Drive	50
900 block Texas Avenue	47
Harvey Road / George Bush Drive East	43
Wellborn Road / Harvey Mitchell Parkway	43
Texas Avenue / University Drive	40
Texas Avenue / Walton Drive	34
Wellborn Road / Rock Prairie Road	34

2003 Citations / Warnings Issued

	2002	2003
Hazardous Citations	13,020	17,333
Non-Hazardous Citations	7,454	9,516
Non-Traffic Citations	2,341	2,624
Warnings	15,340	13,870
Total Citations/Warnings	38,155	43,343

2003 Alcohol Related Citations Issued

	2002	2003
Minor in Possession	1,096	1379
Open Container	189	264
Liquor Law	15	26
Total Citations	1,300	1669



2003 Municipal Warrants

	2002	2003
Warrants Cleared	1,773	2,199
Arrests	194	265
Walk-In	212	212
Total Collected by Arrests	\$216,928	\$376,185
Total Collected by Walk-In	<u>\$184,036</u>	<u>\$201,350</u>
Total Collected	\$400,964	\$577,535



Warrant Officer
Luther Obanion



Patrol Sgt.
Jeff Capps



COMPLAINTS AND INTERNAL AFFAIRS INVESTIGATIONS

The nature of police service demands that a high degree of integrity be maintained by the department as a whole, and by each individual member. As a police agency, we must be worthy of the trust placed in us by the public. The level of this trust is by a large measure, affected by the responsiveness of the department to allegations of misconduct, whether serious or minor. For this reason, departmental policy stipulates that all complaints, regardless of degree, are thoroughly investigated.

COMPLAINT CATEGORIES

Class I complaints:

All complaints of a serious nature lodged against a member of the department. Includes, but is not limited to: (1) unnecessary or excessive use of force (2) false arrest discrimination (3) corruption/extortion (4) violation of specific criminal statutes (5) misuse of police authority (6) civil rights violations (7) others as directed by the chief.

Class II complaints:

All complaints related to services provided by an employee or the department including: (1) inadequate police service (2) discourtesy (3) improper procedure (4) others not included in Class I.

DISPOSITIONS



- Unfounded** - allegation is false or not factual
- Not Involved** - employee not present when the misconduct or incident occurred
- Exonerated** - incident occurred but actions of employee were lawful and proper
- Not Sustained** - insufficient evidence to prove or disprove the allegation
- Sustained** - the allegation is supported by sufficient evidence
- Policy Failure** - the employee acted within policy guidelines but the policy is determined to be defective.
- No Further Action** - there was no formal complaint made, or the person complaining was satisfied by an explanation of the officer's actions, or the complaint was a disagreement about guilt or innocence and would be more properly handled in court.

2003 Complaint Classification, Type and Disposition

External Complaints									
Class I Complaints	Received	NFA	Unfounded	Not Involved	Not Sustained	Sustained	Exonerated	Policy Failure	Pending
Racial Profiling	2		1		2				
Use of Force	3						3		1
Official Misconduct	1	1							
Sub-Total	6	1	1	0	2	0	3	0	1
Class II Complaint									
Improper Procedure	21	4	2		5	6	8		1
Discourtesy	3	2	1						
Traffic Citation	3	3							
Traffic Complaint	5	5							
Lack of Service	1					1			
Sub-Total	33	14	3	0	5	7	8	0	1
TOTALS	39	15	4	0	7	7	11	0	2

Internal Complaints									
Class 1 Complaints	Received	NFA	Unfounded	Not Involved	Not Sustained	Sustained	Exonerated	Policy Failure	Pending
Sexual Harassment	1				1				
TLETS Violation	1					1			
Unbecoming Conduct	2					2			
Suicide Attempt	1						1		



COLLEGE STATION POLICE DEPARTMENT 2003
ANNUAL REPORT

Review									
Sub-Total	5	0	0	0	1	3	1	0	0
Class 2 Complaints									
Improper Procedure	12		1			15	1		2
TOTALS	17	0	1	0	1	18	2	0	2

The disposition number is higher than the actual complaint number because when multiple employees were involved in a single complaint, the allegation may have been sustained on some, not sustained on others and still other employees may have been found not to be involved.

In 2000, 55 external complaints were received. In 2001, 36 external complaints were received and 60 external complaints were received during 2002. As indicated above, the department received 39 external complaints during 2003. For the period 2000 through 2003, the four-year average is 47.50 complaints per year. During 2003, the College Station Police Department responded to 60,838 calls for service. Officers issued a total of 43,343 citations and warnings. These figures represent a total of 104,181 citizen/officer contacts. There were 39 external complaints received during the same period. **For comparison purposes, less than 0.037% of the total contacts made by officers resulted in a complaint.**



Lt. Mike Mathews
Internal Affairs



Sgt. Lesley Hicks
Accreditation Manager





ASSISTANCE TO OTHER AGENCIES

During each year, the College Station Police Department routinely receives and fills requests for assistance, information and suggestions on various aspects of law enforcement from other agencies across the nation. We receive these requests by telephone, by mail and most recently, through our connection with the IACP/Net, an electronic information exchange for law enforcement agencies run by the International Association of Chiefs of Police. The department also sends out information through membership in the Texas, Arkansas, Louisiana, Oklahoma, and New Mexico (TALON) Accreditation Coalition. The department benefits from these requests as well, since they promote the free exchange of ideas and solutions to problems, which we may encounter in the course of daily operations.

In 2003, the department responded to requests for information from other law enforcement agencies about our programs, plans, policies and operations. There were 55 requests from agencies in Texas, and 27 requests from agencies outside of Texas. Information on the following topics was sent out:

Requests from within Texas:

DATE	REQUESTING AGENCY	AREA OF INQUIRY
01/02/03	Brenham Police Department	City Ordinance (shooting in)
01/07/03	Washington County Sheriff's Office	Communication center
01/10/03	Travis County Sheriff's Office	Accreditation standard
01/14/03	Frisco Police Department	Background & Personal History Statements
01/21/03	Temple Police Department	Salary Survey
01/21/03	Cedar Hill Police Department	Holiday Policy
01/21/03	Bryan Police Department	Interagency Agreements
01/22/03	San Marcus Police Department	Parking fines
01/24/03	Unknown (Lt. Bishop request)	Conditional Offers
01/29/03	Unknown (TALON Group)	Pregnancy Policy
01/31/03	Tomball Police Department	Copy of Policy
01/31/03	Richland Hills Police Department	Sgt. Training Guide
02/04/03	Midland Police Department	Recruiting Video
02/05/03	Hedwig Village Police Department	Conditional Offer
02/06/03	Texas A&M University Police Dept.	Fleet Accident Policy
02/06/03	Hedwig Village Police Department	Background & Personal History Statements
02/11/03	Austin Police Department	Transfer Duty Policy
02/12/03	Victoria Police Department	Pursuit Policy
02/18/03	Chandler Police Department	Communication Policy
02/21/03	Burleson County Constable Prct. 4	Policy Manual
03/14/03	Deer Park Police Department	Vehicle Check Procedure



**COLLEGE STATION POLICE DEPARTMENT 2003
ANNUAL REPORT**

03/24/03	Carrollton Police Department	PD & City Annual Report
03/26/03	College Station Fire Department	Policy Ch. 22
03/27/03	Midland Police Department	Off-Duty Job Policy
03/28/03	Texas A&M University Police Dept.	Weapons Policy
03/31/03	Round Rock Police Department	Explosive entry procedures
04/01/03	Gainesville Police Department	IA policy
04/03/03	Houston ISD Police Department	IA policy
04/04/03	Brenham Police Department	Training Request forms
04/10/03	Texas Department of Public Safety	OC Brand
04/22/03	City of Texarkana	Non-consent towing
05/05/03	TX Municipal Prosecutor assoc.	Prescription for prisoners
05/14/03	Frisco Police Department	Recruiting Video
06/24/03	Deer Park Police Department	Dispatch training
07/11/03	Conroe Police Department	Chain of Command Stats/Personnel allocation
07/15/03	Bryan Police Department	SWAT Training Lesson Plan
07/18/03	Rockwall Police Department	5 yr. Plan
07/23/03	Gainesville Police Department	Early Warning System
07/24/03	Bryan Police Department	5 yr. Plan
07/25/03	Rockford Police Department	Gas Drive off reports
07/30/03	Gainesville Police Department	MIP & PI policy
08/20/03	Frisco Police Department	Lateral entry
08/26/03	Huntsville Police Department	towing ordinance
09/05/03	Pasadena Police Department	Fitness program
09/09/03	Brazos County 911 District	Communication Job descriptions
09/10/03	San Marcos Police Department	Ballistic Vest policy
09/11/03	Temple Police Department	Pay incentives
09/22/03	Houston ISD	Job fair letter
09/30/03	Katy ISD Police Department	Dress code
10/08/03	Bryan Police Department	towing ordinance
10/29/03	Bryan Police Department	Sexual Assault policy
12/08/03	Austin ISD Police Department	CTO manual
12/09/03	San Antonio Police Department	Pregnancy Policy
12/10/03	San Marcos Police Department	Emergency Mgt. Plan
12/10/03	Texas A&M University Police Dept.	Personal history statement



Requests from outside Texas:

01/29/03	Tennessee Highway Patrol (Tennessee)	Pursuit Policy
01/31/03	Calcasieu Parish Sheriff's Office (Louisiana)	Shift schedules
01/31/03	Kissimmee Police Department (Florida)	Sgt. Training Guide
01/31/03	Providence Police Department (Rhode Island)	Sgt. Training Guide
02/04/03	Tulsa County Sheriff's Department (Oklahoma)	Reserve Evaluation
02/12/03	Waukesha County Sheriff's Office (Wisconsin)	Sgt. Training Guide
03/25/03	Tulsa Police Department (Oklahoma)	Property Removal Procedures
03/25/03	Hobbs Police Department (New Mexico)	Property Removal Procedures
03/28/03	Hope Police Department (Arkansas)	Recording Systems
03/31/03	Springdale Police Department (Arkansas)	SWAT Training Lesson Plan
04/02/03	Little Rock Police Department (Arkansas)	Reverse 911
04/09/03	Unknown Agency (Kansas)	Spanish training
05/02/03	Parker Police Department (Colorado)	Dispatch evacuation
05/02/03	Sacramento County Sheriff's Office (California)	In-car camera policy
05/19/03	Fort Smith Police Department (Arkansas)	Educational requirements
06/18/03	Willmington Police Department (North Carolina)	Off duty employment
06/20/03	Saginaw Police Department (Michigan)	Awards Policy
07/08/03	Kingston Police Department (Ontario, Canada)	Bias Base Profiling
08/21/03	Fort Smith Police Department (Arkansas)	Policy format
09/02/03	Tulsa Police Department (Oklahoma)	Communication Policy-Accreditation
09/04/03	Lafayette County Sheriff's Office (Louisiana)	Special purpose vehicles
09/10/03	N. Tonawanda Police Department (New York)	TX Basic Swat course
09/18/03	Hobbs Police Department (New Mexico)	FTO program
10/06/03	City of Lawrence (Kansas)	Pursuit policy
10/06/03	Buckeye Police Department (Arizona)	Job descriptions SROs
10/06/03	Lafayette County Sheriff's Office (Louisiana)	Report schedule
12/09/03	Baton Rouge Police Department (Louisiana)	SWAT SRT procedures





RECRUITING AND TRAINING

Recruiting and Selection

During 2003, 22 new employees were hired, including 10 Police Officers, 5 Public Safety Officers, 2 Communications Operators, 1 Part Time Communications Operator, 2 Records Technicians, 1 Secretary and 1 Animal Control Officers. The Recruiting & Training Division of the department manages this function, including scheduling of written tests, oral interview boards, typing tests, multitasking tests, background checks, psychological, physical and polygraph examinations, as well as final interviews for all the candidates requiring these steps.

Employees hired in 2003 are listed below.

Allen	William	Unlicensed Recruit Officer	02/17/03
Vacante	Frank	Unlicensed Recruit Officer	02/17/03
Reitmeyer	Thomas	Unlicensed Recruit Officer	02/20/03
Griffin	Marcus	Reserve Officer	02/28/03
Lemay	Robert	Reserve Officer	02/28/03
Carroll	Valerie	Public Safety Officer Trainee	04/07/03
Foley	Curtesha	Public Safety Officer Trainee	05/05/03
Henderson	David	Communications Operator Trainee	05/05/03
Kelly	Danielle	Public Safety Officer Trainee	05/05/03
Macik	Tammy	Records Technician	05/05/03
Davis	Shannon	Secretary	05/28/03
Boyle	Michael	Public Safety Officer Trainee	06/09/03
Watson	Daffney	Part Time Communications Operator	07/03/03
Birdwell	Justin	Probationary Officer	07/14/03
Nguyen	Huy	Communications Operator Trainee	07/14/03
Barker	Carissa	Probationary Officer	08/04/03
Joseph	Matthew	Probationary Officer	08/04/03
Kelly	Ryan	Unlicensed Recruit Officer	08/18/03
Outing	Rosa	Unlicensed Recruit Officer	08/18/03
Parrish	Jason	Public Safety Officer Trainee	09/29/03
Jones	Sue Ellyn	Records Technician	10/20/03
Hammond	Andrew	Animal Control Officer	11/03/03



Recruiting

In 2003, efforts were made to increase the recruiting efforts in the department by contacting a more diverse group of job seekers. The Recruiting Officer, often assisted by other members of the department, traveled to various job fairs in Texas and Louisiana. Recruiting trips were made to the following job fairs.

Texas A&M University – Corpus Christi
Stephen F. Austin University - Nacogdoches
University of Louisiana at Lafayette - Louisiana
TWLE Annual Conference – College Station
East Texas Police Academy – Kilgore
Fort Hood – Killeen
Texas A&M University – College Station
Blinn College – Bryan

Texas A&M University – Kingsville
Grambling University - Louisiana
Chamber of Commerce Spring Job Fair
East Texas Police Academy – Palestine
Chamber of Commerce Fall Job Fair
Sam Houston State University - Huntsville
Texas State University – San Marcos

In addition, working in cooperation with the Bryan Police Department, the College Station Police Department Recruiting Division co-hosted their first informational meeting at the Fairfield Inn in Bryan. This meeting provided an opportunity for local applicants to visit with recruiting officers from both police departments and ask questions regarding careers in law enforcement. The meeting was very successful and well attended by potential candidates.

Training

The Recruiting & Training Division provides or coordinates training courses attended by sworn and civilian members of the department. This training consists of programs that are taught by both internal and external instructors. During 2003, our employees participated in a total of **28,406.5 contact hours** of training. This is significantly higher than past years, primarily because we are now counting all "training" within the department, including Field Training, and separating "Orientation" from "Internal Training" time for both sworn and civilian positions. (This is a more accurate reflection of the training provided by the department that is overseen and documented by the Recruiting and Training Division.) Internal training courses comprised **7,252.5 hours** (25.5%) of the training attended. Orientation and Field Training made up **12,041 contact hours** (42.3%) of the training, and was as usual, one of the most time consuming duties for the Recruiting and Training Unit. External training accounted for **5,980 hours** (21.1%) of the total. Academy hours accounted for 11.1% of the total or **3,160 hours**. Throughout 2003 as in years past, our officers continued to take advantage of the ability to take the required core courses, as well as others, by means of correspondence. The advantage to this is that these types of courses may be taken at any time and the officer taking the course is able to learn at his/her own pace without any time away from their regular duty assignments.



During 2003, the Training Division coordinated several training seminars that were open to College Station Police Department employees as well as to law enforcement agencies throughout the state.

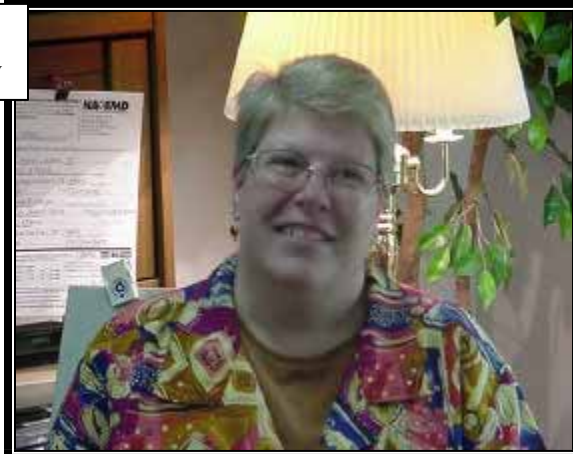
February 24 – 26	Communications Training Officer - APCO
March 31	Hostage Negotiations for Communications - Powerphone
April 10	Explosives for First Responders by Texas Engineering Extension Service
May 12	911 Liability - Powerphone
July 7-10	International Police Mountain Bike Course – College Station Police Dept.
July 14-15	Leadership and Communication Excellence by Polansky & Associates
July 21	Killology and the Bulletproof Mind by Lt. Colonel Dave Grossman
August 18	K-9 Administrator's Course – College Station Police Dept.
August 21	2004 Texas Penal Code Update by Texas Police Chief's Association
October 28 – 30	Communications Training Officer - APCO
December 11-12	Leadership and Management Seminar by Federal Bureau of Investigation
December 15-19	International Police Mountain Bike Course – College Station Police Dept.



**Recruiting &
Training Division**



**Mary Ringo
Training Secretary**



**Explosives for First
Responders**



**CSPD Officer Paul
Brown instructs a
police bicycle class**





Detective Paul
Price attends
training at CSPD

PROMOTIONS

The department's promotional process is coordinated by the Administrative Division of the police department in cooperation with the Human Resources Department of the City of College Station. In order to comply with state, federal and local regulations, as well as to insure compliance with accreditation standards, the promotional process uses validated selection procedures and written testing material, and the process is evaluated by the department staff annually.

The following employees received promotions in 2003:

Civilian Employees

Employee		From	To	Date
Galvan	Olivia	Communications Operator II	Communications Operator III	02/10/03
George	Stephanie	Records Supervisor	Civilian Division Manager	04/14/03
Klassen	Drew	Communications Operator II	Communications Operator III	04/04/03
Fuchs	Jennifer	Communications Operator Trainee	Probationary Communications Operator	06/23/03
Hronek	Rachel	Communications Operator I	Communications Operator II	07/04/03
Muxworthy	Rebekah	Sr. Communications Operator I	Sr. Communications Operator II	08/02/03
Mosher	Michael	Probationary Public Safety Officer	Public Safety Officer	09/03/03
Yezak	Sabrina	Probationary Communications Operator	Communications Operator I	10/01/03
Nguyen	Huy	Communications Operator Trainee	Probationary Communications Operator	12/01/03
Parrish	Jason	Public Safety Officer Trainee	Probationary Public Safety Officer	12/22/03



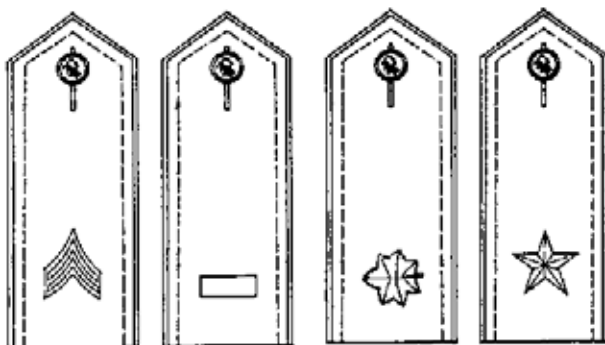
Sworn Employees

Employee		From	To	Date
Norris	Brandy	Senior Officer II	Master Officer I	01/03/03
McCarthy	Patrick	Probationary Police Officer	Police Officer	01/27/03
Fallwell	David	Probationary Police Officer	Police Officer	04/07/03
Reiter	Katie	Probationary Police Officer	Police Officer	04/07/03
Webb	James	Probationary Police Officer	Police Officer	04/07/03
Kemp	Janice	Master Officer II	Sergeant I	04/14/03
Phillips	Timothy	Probationary Police Officer	Police Officer	04/30/03
Muxworthy	Doug	Master Officer I	Master Officer II	05/07/03
Patterson	Kyle	Senior Officer I	Senior Officer II	05/07/03
Bain	Daylene	Senior Officer II	Master Officer I	05/09/03
Boyett	Craig	Senior Officer II	Master Officer I	05/09/03
Petereit	Kenneth	Senior Officer II	Master Officer I	05/09/03
Van Dresar	Todd	Senior Officer II	Master Officer I	05/13/03
Price	Paul	Master Officer I	Master Officer II	05/15/03
McCune	Nathan	Senior Officer I	Senior Officer II	06/15/03
Schwartz	Charles	Senior Officer I	Senior Officer II	06/15/03
Allen	William	Unlicensed Recruit Officer	Probationary Police Officer	06/16/03
Reitmeyer	Thomas	Unlicensed Recruit Officer	Probationary Police Officer	06/16/03
Vacante	Frank	Unlicensed Recruit Officer	Probationary Police Officer	06/16/03
Bain	Dennis	Senior Officer II	Master Officer I	07/02/03
Phillips	Liza	Senior Officer II	Master Officer I	07/02/03
Seaton	Rhonda	Senior Officer II	Master Officer I	07/02/03
Abbey	Brent	Police Officer	Senior Officer I	07/10/03
Benningfield	Joseph	Police Officer	Senior Officer I	07/10/03
Branch	Bobby	Police Officer	Senior Officer I	07/10/03
Brown	Paul	Police Officer	Senior Officer I	07/10/03
DuBois	Steven	Police Officer	Senior Officer I	07/10/03
Junek	Danny	Police Officer	Senior Officer I	07/10/03
Roby	Kevin	Police Officer	Senior Officer I	07/10/03
Smith	Bradford	Police Officer	Senior Officer I	07/10/03
Turner	Robert	Probationary Police Officer	Police Officer	07/27/03
Hicks	Lesley	Sergeant I	Sergeant II	09/01/03
Vessell	Rick	Master Officer I	Master Officer II	09/05/03
Perkins	Michael	Senior Officer I	Senior Officer II	09/12/03
Suel	Chris	Senior Officer I	Senior Officer II	09/12/03
Vasquez	Miguel	Police Officer	Senior Officer I	09/17/03
Couch	Billy	Senior Officer I	Senior Officer II	09/24/03



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Krauter	Blaine	Senior Officer I	Senior Officer II	09/25/03
Keough	Richard	Probationary Police Officer	Police Officer	10/01/03
Carpenter	Mary	Senior Officer II	Master Officer I	12/15/03
Kelly	Ryan	Unlicensed Recruit Officer	Probationary Police Officer	12/30/03
Outing	Rosa	Unlicensed Recruit Officer	Probationary Police Officer	12/30/03



**Sergeant Bruce Sims
retires after 23 years
of service in February
2003.**



**Master Officer Janice
Kemp promotes to
Sergeant in April 2003.**



**Major Mason Newton
retires with over 31
years of service in
April 2003.**



The following employee transferred positions in 2003:

Employee		From	To	Date
Reitmeyer	Tom	Communications Operator	Recruit Officer	02/17/03
Watson	Daffney	Communications Operator	Part Time Communications Operator	07/07/03

RESIGNATIONS/TERMINATIONS

The following employees left the department during 2003:

Civilian Employees

Employee		Position	Date
Cortez	Brooke	Records Technician	02/09/03
Elmore	Jeremy	Public Safety Officer	02/15/03
Woodley	Regina	Animal Control Officer	02/21/03
Beard	Susan	Communications Operator Trainee	03/06/03
Sims	Brannon	Public Safety Officer	04/10/03
Carroll	Valerie	PSO Trainee	05/19/03
Watson	Daffney	Communications Operator	07/07/03
Kelly	Danielle	Public Safety Officer Trainee	08/09/03
Hayes	Brian	Animal Control Officer	09/05/03
Henderson	David	Comm. Operator	10/12/03



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Foley	Curtesha	Public Safety Officer	11/17/03
Johnson	Tracey	Comm. Operator	11/28/03

Sworn Employees

Employee		Position	Date
Sims	Bruce	Patrol Sergeant (retired)	01/31/03
Bingham	Tonya	Patrol Officer (retired)	04/30/03
Newton	Mason	Major (retired)	04/30/03
Robinson	David	Patrol Officer	05/31/03
Henderson	Adam	Patrol Officer	06/13/03
Allen	William	Recruit Officer	09/17/03
Mohler	Michel	Patrol Officer	10/05/03
Barker	Carissa	Recruit Officer	12/26/03



EDUCATION

The College Station Police Department believes that education is vital to personal and professional growth of all employees. The City of College Station also has a tuition reimbursement program for job related college courses for civilian employees.

The following chart describes the educational breakdown of the 137 full time employees of the College Station Police Department in December 2003.

Master's Degree	3
Bachelor's Degree	52
Associate's Degree	8
Some College	58
High School Graduate	16

These figures indicate that 88% of the employees of the department have completed college level classes.



Recruit Officers Ryan Kelly and Rosa Outing take their Oath of Office from Judge Spillane



Reserve Officers Robert Lemay and Marcus Griffin take their Oath of Office



This and that





Here and there.....

**CSPD Traffic Unit
prepares for Southlake
Police Motorcycle Rodeo**



College Station Police



**PSO Kathy Young receives
a SOAR award from Tom
Brymer**



**CSPD Bicycle Squad
participates in
neighborhood event.**

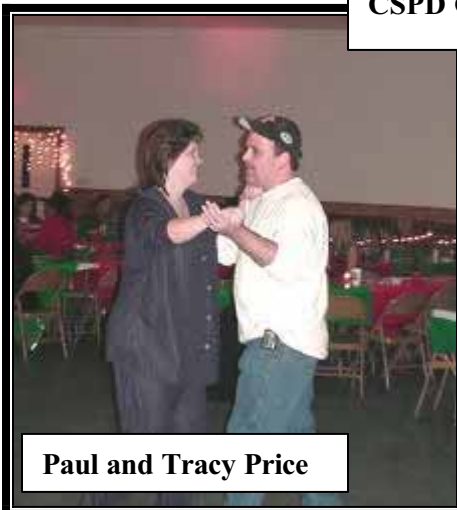


Now for the fun.....

Thanksgiving



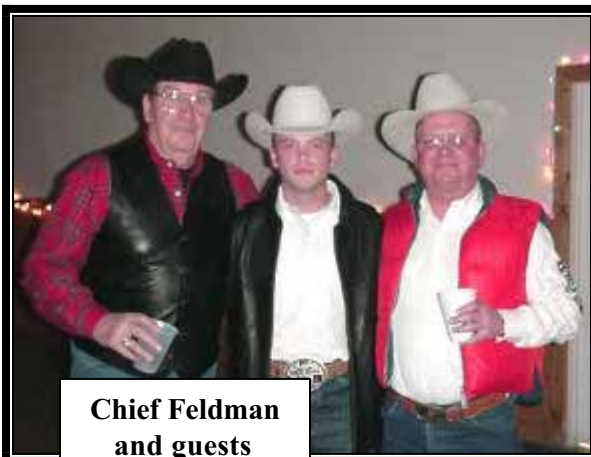
CSPD Christmas Party



Paul and Tracy Price



**Sgt. Janice
Kemp**



**Chief Feldman
and guests**



**Zeta Fail and
Sgt. Lesley Hicks**